

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Human Resources  
**AGENDA DATE:** February 2, 2021  
**CONTACT PERSON NAME/PHONE:** Mary L. Michel, Assistant Director, Human Resources, (915) 212- 1267  
Bruce D. Collins, Director, Purchasing & Strategic Sourcing, 915-212-1181  
**DISTRICT(S) AFFECTED:** All  
**STRATEGIC GOAL NO. 6:** Set the Standard for Sound Governance and Fiscal Management

The linkage to Strategic Plan is subsection 6.3 - Implement programs to reduce organizational risk. This contract will continue to provide plans offered as a supplement to the City's defined benefit pension plan.

**SUBJECT:**

The award of Solicitation No. 2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator to Empower Retirement, LLC for an initial five (5) year term. The award is to include a two (2), two (2) year optional terms for a total of nine (9) years.

**BACKGROUND/ DISCUSSION:**

The Human Resources Department has reviewed Solicitation No. 2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator and recommends the contract be awarded to Empower Retirement, LLC the highest ranked proposer based on evaluation factors established for this procurement.

**SELECTION SUMMARY:**

Solicitation was advertised on 9/15/2020 and 9/22/2020. The solicitation was posted on City website on 9/15/2020. The email (Purmail) notification was sent out on 9/16/2020. Solicitation had forty-seven views. Six (6) proposals were received, none being a local vendor.

**PROTEST**

No protest received for this requirement.

Protest received.

**CONTRACT VARIANCE:**

No cost to the City

**PRIOR COUNCIL ACTION:**

None

**AMOUNT AND SOURCE OF FUNDING:**

NA

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** \_\_\_\_\_

**COUNCIL PROJECT FORM**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **CONSENT** agenda for the Council Meeting of **February 2, 2021**.

**STRATEGIC GOAL NO. 6: Set the Standard for Sound Governance and Fiscal Management**

The linkage to Strategic Plan is subsection 6.3 - Implement programs to reduce organizational risk. This contract will continue to provide plans offered as a supplement to the City's defined benefit pension plan.

**Award Summary:**

The award of Solicitation No. 2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator to Empower Retirement, LLC for an initial five (5) year term. The award is to include a two (2), two (2) year optional terms for a total of nine (9) years.

**Contract Variance:**

No cost to the City.

Department:	Human Resources
Award to:	Empower Retirement, LLC Greenwood Village, CO
Item(s):	ALL
Initial Term:	5 years
Option to Extend:	Two, two (2) years
Annual Estimated Award:	NA
Initial Term Estimated Award:	NA
Total Estimated Award:	NA
Account No.:	NA
Funding Source:	Employee Voluntary Contributions Only
District(s):	All

This is a Request for Proposal, service contract.

The Purchasing & Strategic Sourcing and Human Resources Departments recommend award as indicated to Empower Retirement, LLC the highest ranked proposer based on evaluation factors established for this procurement. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*

CITY OF EL PASO RFP SCORESHEET

PROJECT: 2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator

Evaluation of Submittal

	MAX POINTS	Empower Retirement, LLC Greenwood Village, CO	Prudential Retirement Insurance and Annuity Company Hartford, CT	Voya Institutional Plan Services, LLC Windsor, CT	Lincoln Retirement Services Company, LLC Fort Wayne, IN	The International City Management Association Retirement Corporation Washington, DC	Massachusetts Mutual Life Insurance Company Springfield, MA
<b>Factor A - Plan Administration</b>							
	20	20.00	17.00	15.00	6.00	7.00	13.00
<b>Factor B - Services Offered to employees</b>							
	15	15.00	15.00	14.00	11.00	10.00	13.00
<b>Factor C - Investments Offered to Plan Participants</b>							
	20	18.00	17.00	18.00	18.00	18.00	18.00
<b>Factor D - Administration Services</b>							
	15	12.00	10.00	13.00	11.00	9.00	10.00
<b>Factor E - Cost Recovery and Financial Guarantees</b>							
	10	10.00	10.00	8.00	8.00	7.00	7.00
<b>Factor F - Past Performance</b>							
	10	6.67	0.00	0.00	10.00	10.00	0.00
<b>Factor G - References</b>							
	10	10.00	10.00	10.00	9.33	6.67	6.00
<b>TOTAL SCORE</b>		91.67	79.00	78.00	73.33	67.67	67.00
<b>Rank</b>		1	2	3	4	5	6



**CITY OF EL PASO  
REQUEST FOR QUALIFICATIONS TABULATION FORM**



**Bid Opening Date: October 20, 2020**

**Solicitation #: 2021-0043R**

**Project Name: 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator**

**Department: Destination El Paso**

<b>BIDDER'S NAME:</b>	<b>LOCATION:</b>	<b>AMENDMENT(S) ACKNOWLEDGED:</b>
Voya Institutional Plan Services, LLC	Windsor, CT	Yes
Massachusetts Mutual Life Insurance Company	Springfield, MA	Yes
Lincoln Retirement Services Company, LLC	Fort Wayne, IN	Yes
Empower Retirement, LLC	Greenwood Village, CO	Yes
The International City Management Association Retirement Corporation	Washington, DC	Yes
Prudential Retirement Insurance and Annuity Company	Hartford, CT	Yes
<b>RFPs SOLICITED: 27    LOCAL RFPs SOLICITED: 4    RFPs RECEIVED: 6    LOCAL RFPs RECEIVED: 0    NO BIDS: 0</b>		

**NOTE: The information contained in this RFP tabulation is for information only and does not constitute actual award/execution of contract.**

Approved: \_\_\_\_\_/s/\_\_\_\_\_

Date: \_\_\_\_\_/s/\_\_\_\_\_ **2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator**

2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator

PEBSCO  
6130 Montana # 212  
El Paso, TX 79925

Fidelity Investments  
P.O. Box 5421  
Cincinnati, OH 45250

ING AETNA Financial Services  
151 Farmington Avenue  
Hartford, CT 06156

Limited Principal ING  
15455 Dallas Parkway  
Suite 1250  
Addison, TX 75001

Presi Ortega, Jr.  
7619 Lockheed  
Suite A  
El Paso, TX 79925

Fidelity Investments  
Attn: Suzanne Howard  
397 Williams Street MC2E  
Marlboro, MA 01752

International Bank  
1801 S 2<sup>nd</sup> Street  
6<sup>th</sup> Floor  
McAllen, TX 78503

HUB International  
201 E Main Drive  
Suite 800  
El Paso, TX 79901

Security Benefit  
Attn: Jay Jasnoski  
One Security Benefit Place  
Topeka, KS 66636

Great West Life & Annuity Ins Co  
18111 Von Karman Avenue  
Irvine, CA 92612

Ronald D Miller, RHU  
PO Box 13325  
El Paso, TX 79913

ICMA Retirement Co  
Attn: Troy Kearse  
777 North Capital Street NE  
Washington, DC 20002

VALIC  
6301 Indian School Road  
Suite 670  
Attn: Nila McNally  
Albuquerque, NM 87110

ICMA Retirement Co  
12238 E Arabian Park Dr  
Scottsdale, AZ 85259

ING  
Attn: Dax Rizo  
15455 Dallas Parkway,  
Suite 1250  
Dallas, TX 75001

ICMA Retirement Co  
Attn: Jerry Higgins  
7711 South Greenwood Ct  
Littleton, CO 80120

JP Morgan Retirement Plan  
Services  
8300 Ward Parkway  
Kansas City, MO 64114-3317

Charles Swab  
4150 Kinross Lakes Parkway  
Richfield, OH 44286

T. Rowe Price Group  
PO Box 89000  
Baltimore, MD 21289

Wells Fargo  
100 Heritage Reserve  
Menomonee Falls, WI 53051

Principal Financial Group  
2603 Augusta Suite 1350  
Houston, TX 77057

Prudential Retirement Insurance Co  
Attn: Julie Klassen  
3333 Michelson,  
Suite 820A  
Irvine, CA 92612

Mullen Pension Benefits Group  
12758 Cimarron Path  
San Antonio, TX 78249

Prudential Retirement  
9837 Archer Lane  
Dublin, OH 43017

Ameritas Life Insurance Corp  
5900 O Street  
Lincoln, NE 68510

Hartford Life Insurance Company  
200 Hopmeadow Street  
Simsbury, CT 06089-9793

Nationwide Retirement Solutions  
Attn: Matt Riebol  
5900 Parkdwood Place  
Dublin, OH 43016